



State of Wisconsin
Department of Workforce
Development

You're invited to the ***La Crosse Labor Law Clinic!***

- August 2, 2006 (Wednesday)
- 8:30 a.m. - 3:30 p.m.
- Radisson Hotel
- La Crosse, WI

Here's What's on the Program:	8:00 a.m. - <u>Registration/Check-in</u> 8:30 a.m. - <u>(sharp) KICKOFF</u> 8:45 a.m. - <u>"Preparing for Worker's Compensation Hearings"</u> Jim O'Malley 10:00 a.m. - Break 10:15 a.m. - <u>"Deciding Who Is Eligible for UI Benefits"</u> Gretchen Wendt 11:45 a.m. - Lunch (Included in registration fee) 12:30 p.m. - <u>"Avoiding 'Loaded' Employment Application and Interview Questions"</u> Steve Herje 1:45 p.m. - Break 2:00 p.m. - <u>"You Be the Equal Rights Investigator"</u> Steve Herje
Time?	Doors open at 8:00 a.m. Program begins at 8:30 a.m. Lunch is at 11:45 a.m.
What's the Cost?	\$70.00 per person. Substitutions allowed. PRICE INCLUDES: continental breakfast items upon arrival (juice, coffee, and rolls), refreshments at breaks, and lunch; handouts for all presentations on the agenda, plus other DWD handouts.
Site?	Radisson Hotel , 200 Harborview Plaza, La Crosse, WI 54601 (608) 784-6680
Here's How To Register	Complete and return the form that appears below. Seating is limited, so early advance registration is recommended. No discounts allowed for multiple reservations, missed meals, etc. Note: Last day for refunds or cancellations is July 28, 2006. Registrations not canceled by this date shall be subject to full payment of the registration fee. If you wish to confirm that your registration was received or to cancel, call (608) 785-9368. Please keep all of the above information for future reference and return only the reservation form below.

Please reserve _____ seats at the La Crosse Labor Law Clinic at \$70.00 each for a total of \$ _____.

Enclose full payment if paying by check or money order. Make checks payable to: **IAWP**

Name(s) 1. _____ 3. _____

2. _____ 4. _____

Email(s) 1. _____ 3. _____

2. _____ 4. _____

Company/firm Name _____

St. Address or P.O. Box _____

City _____ State _____ Zip _____ Phone _____

TO REGISTER: Mail this form to: **Jim Mahoney, Labor Law Clinic, 402 N. 8th St., La Crosse, WI 54601** OR **FAX to: Jim Mahoney** at (608) 785-9327. **Choose only ONE reservation method.**

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HERE ARE THE TOPICS TO BE COVERED:

UCD-11525-P (R. 08/02/2006)

8:45 a.m. “Preparing For Worker’s Compensation Hearings” Practical advice is given on receiving employee accident reports, communicating with insurance carriers, and investigating reports of work injuries. Also, the benefits to the employer of timely reporting and investigation are discussed. Finally, the employer’s role at a hearing and the steps the employer’s representatives should take, when preparing and presenting testimony are explained.

10:15 a.m. “Deciding Who Is Eligible for Unemployment Insurance” Provides an overview of the primary issues which can affect employee UI eligibility and employer liability. Among the topics discussed are discharges, quits, offers of work, work available, and how the terms “able to work” and “available for work” are defined by UI. This is an opportunity to ask, and get answers to, questions about how and why UI benefits are paid.

12:30 p.m. “Avoiding ‘Loaded’ Employment Application and Interview Questions” When was the last time you took a good look at that application form you’re using? What about interview questions? Are some of the questions discriminatory or interpreted as discriminatory? This session on “loaded” interview questions looks at how the Wisconsin Fair Employment Law applies to the recruitment process. Speakers also offer alternative questions to help avoid discrimination, while gathering the information needed to help choose the right candidate for the job.

2:00 p.m. “You Be The Equal Rights Investigator” The audience receives individual case summaries, covering a variety of Wisconsin Fair Employment Law topics. After a brief explanation of the discrimination complaint process, the audience discusses cases as a group to decide how they would rule as an Equal Rights Investigator. Session led by experienced investigators.

HERE ARE YOUR PRESENTERS:

JAMES T. O’MALLEY is the Director of the Bureau of Legal Services. He had served as an Administrative Law Judge with the Worker’s Compensation Division since July 1984 and since October 1989 as a section chief. He earlier was an Unemployment Insurance Administrative Law Judge, from November 1976 to July 1984. He also served as a member of the Executive Committee of the International Association of Industrial Accident Boards and Commissions from 1991-93. He is a 1972 graduate of the University of Wisconsin-La Crosse and received his law degree from St. Mary’s University in 1975.

GRETCHEN WENDT has been with the Unemployment Insurance Division since 1993. She has worked as an adjudicator and is currently employed by the division as a Disputed Claims Analyst. In that capacity she helps develop the laws and policies for Unemployment Insurance, trains and evaluates adjudicators, provides technical assistance on more complex claims, acts as an expert witness in UI appeals hearings, and responds to inquiries from employers, claimants and the legislature. She is a 1992 graduate of the University of Wisconsin-Madison with a BA degree in Communication Arts - Radio, Television and Film.

STEVE HERJE has been an Equal Rights Officer for 5 years. Prior to his current position he worked briefly as an adjudicator with Wisconsin Unemployment Insurance. Steve has 15 years of law enforcement experience---most recently as an investigator with the Minnesota correctional system. He is a graduate of the University of Minnesota and attended the Universidad de Costa Rica, with a major in linguistic anthropology and a minor in biology.

IS THIS YOUR FIRST CLINIC?

THIS DAY-LONG CLINIC will include speakers from the Equal Rights, Worker’s Compensation, and Unemployment Insurance Divisions with detailed information and practical guidance to help employers avoid violating state laws and rules in the topic areas on the Clinic agenda. This educational program contains information that will help employers prepare for state agency hearings and other administrative proceedings, if they become necessary.

THE WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT does not discriminate on the basis of disability in the provision of services or in employment. If you need assistance in using this service, please contact us. Deaf, hearing- or speech-impaired callers may reach us through the Wis. Telecommunication Relay System (WisTRS).

THIS CLINIC IS DESIGNED TO BE OF MOST HELP to persons needing an initial orientation to these topics or who wish to reconfirm their understanding of the basics. It also is designed for those who have specific questions to ask the speakers about the basic or more complex aspects of the programs.

A schedule of **future Labor Law Clinics** can be viewed on the Department of Workforce Development website at:

<http://dwd.wisconsin.gov/laborlaw/>